



Human Resource & Training



SCANDINAVIAN ACADEMY
Training and Development



Course: Train the Trainer: From Design to Delivery

| Code | City | hotel | Start | End | price | Hours |
|------|--------------|--------------------|------------|------------|--------|-------|
| 598 | Doha (Qatar) | Hotel Meeting Room | 2024-07-07 | 2024-07-11 | 3450 € | 25 |

Program Objectives

By the end of the program, participants will be able to:

- Relate their psychological types and/or learning styles to instructional strategies.
- Analyze the basic assumptions and principles underlying adult learning.
- Write specific instructional learning objectives.
- Prepare an outline for a training program of their choice.
- Plan and deliver a training session relevant to their areas of expertise.

Program Outline:



Adult Learning

- Assumptions and Principles of Adult Learners

- Characteristics of the Adult Learner

- Implications for the Trainer and the Learner

Personal Style and Instructional Strategies

- Questionnaire/Instrument on Teaching/ Learning Styles

- Linking Style with Instructional Strategies

Designing Training Programs

- Why Write Learning Objectives?

- Critiquing Poorly Written Objectives

- Writing Instructional Learning Objectives (ILOs)

- Main Elements of Program Design

- Preparing an Outline for a Training Session

- Model for Program Design

- Outline of a Training Session

- Blueprint for a Training Session

Choosing the Appropriate Training Method

- From Brainstorming to Case Studies

- Advantages and Disadvantages of Different Methods

- How to Choose a Training Method

- Linking Delivery Methods with Training Content and Adult Learning Principles

Presenting and Delivering Effective Training

- Fundamentals of Effective Speaking

- Verbal and Non-Verbal Components of Communication

- The Passive, Passive-Aggressive and Aggressive Trainer

- Assertiveness Defined

- The Assertive Trainer: Characteristics and Benefits

- Ways to Get Attention and Maintain Interest

- Elements of Effective Feedback

- Delivery and Critique of Training Sessions



The Scandinavian Academy employs modern methods in training and skills development, enhancing the efficiency of human resource development. We follow these practices:

- **Theoretical Lectures:**
 - We deliver knowledge through advanced presentations such as PowerPoint and visual materials, including videos and short films.
- **Scientific Assessment:**
 - We evaluate trainees skills before and after the course to ensure their progress.
- **Brainstorming and Interaction:**
 - We encourage active participation through brainstorming sessions and applying concepts through role play.
- **Practical Cases:**
 - We provide practical cases that align with the scientific content and the participants specific needs.
- **Examinations:**
 - Tests are conducted at the end of the program to assess knowledge retention.
- **Educational Materials:**
 - We provide both printed and digital scientific and practical materials to participants.
- **Attendance and Final Result Reports:**
 - We prepare detailed attendance reports for participants and offer a comprehensive program evaluation.
- **Professionals and Experts:**
 - The programs scientific content is prepared by the best professors and trainers in various fields.
- **Professional Completion Certificate:**
 - Participants receive a professional completion certificate issued by the Scandinavian Academy for Training and Development in the Kingdom of Sweden, with the option for international authentication.
- **Program Timings:**
 - Training programs are held from 10:00 AM to 2:00 PM and include buffet sessions for light meals during lectures.